

MOST FREQUENTLY USED WORDS

Connected Copy - Speed Focus

Each paragraph contains two occurrences of each of the words in a specific 10-word group from the first three lists of high frequency words.

Directions:

1. Practice keying each sentence separately at least twice.
2. Then time how long it takes to type the entire paragraph.
3. Repeat the paragraph trying to increase speed with each typing.

me - know

I know their service business sent me some of your forms. These enclosed forms are now ready. I am sure they will also be of some help to your business. Please let me know now by the enclosed card, if I am helping your service also.
